



EMPLOYMENT OPPORTUNITY

LEAD LIFEGUARD

(Temporary / Part-time)

Recruitment Number: 04-026

Salary: \$13.91 - \$16.90 / Hour

APPLICATIONS WILL BE ACCEPTED ON A CONTINUOUS BASIS

POSITION SUMMARY

Under general supervision, the Lead Lifeguard assists with the operation and implementation of Aquatic Programs including, but not limited to: training and evaluating staff; overseeing Contractual Employees' performance; performing facility inspections; overseeing and performing routine maintenance and custodial duties; and preparing and compiling statistical information, requisite forms and evaluations. Incumbents supervise the collection of city funds, make bank deposits, and provide primary and secondary lifeguard duties. This position also works various schedules, including weekends, evenings, holidays and occasional split shifts. The Lead Lifeguard directs and supervises the work of other part-time staff, and acts as a manager by directly overseeing all programs and operations on a periodic basis in the absence of a supervisor.

ESSENTIAL FUNCTIONS

Duties may include, but are not limited to, the following: The Lead Lifeguard reports to the Aquatic Coordinator, Pool Manager or the Senior Lifeguard. This position is responsible for: overseeing and managing large scale Aquatic Facilities and programs; assisting in the training and evaluation of various subordinate personnel; supervising the collection and accounting of daily cash receipts; making bank deposits; monitoring pool and equipment maintenance; maintaining maintenance records and logs; administering policies, programs and procedures; inspecting facilities for safe operation and compliance with various city, state and other government codes; monitoring occupational standards; writing reports; responding to facility user complaints; performing basic investigations of problems and/or complaints; training staff; administering first-aid; rescuing persons in distress or persons who are in danger of drowning; providing primary or secondary lifeguard duties during programming; responding to public inquiries; overseeing staff scheduling; and performing other related duties as required.

QUALIFICATIONS

MANDATORY REQUIREMENTS: Must possess high school diploma or GED and valid Driver's License, current American Red Cross certification cards for C.P.R. for the Professional Rescuer, Lifeguard Training and Water Safety Instructor, and First Aid for Public Safety Personnel. COPIES OF ALL CERTIFICATES, FRONT AND BACK, MUST BE ATTACHED AT TIME OF APPLICATION. CERTIFICATES MUST BE KEPT CURRENT DURING EMPLOYMENT. MINIMUM 3 SEASONS (9 MONTHS) EXPERIENCE IN MUNICIPAL AQUATIC FACILITIES OR EQUIVALENT SETTING WITH SUPERVISORY EXPERIENCE.

DESIRABLE CERTIFICATION: Instructor/Trainer Certification in C.P.R., First Aid, Lifeguard Training and WSI. Certified Pool Operator or Aquatic Facility Operator certificates, Head Lifeguard Certification.

Knowledge, Skills and Abilities – Knowledge of basic supervisory techniques, principles and practices of water safety and life-saving techniques and first aid. Ability to: swim with proficiency and endurance; deal effectively and tactfully with the public; effectively communicate, both orally and in writing; interpret and enforce safety rules, regulations and operational policies; plan, organize and instruct Aquatic classes for all age groups; analyze situations and adopt a quick, effective course of action; maintain good physical fitness and agility. Skill in: supervising and training others; compiling and collecting statistical information for reports; writing reports and maintaining records and logs; cash handling, collection, recording and reporting; and knowledge of basic supervisory techniques.

PHYSICAL DEMANDS

Must possess ability and willingness to communicate in person; perform life-saving techniques and rescues; read, interpret and write reports. Must possess sufficient eyesight and hearing to see and communicate across a pool in a noisy environment and utilize a telephone for office and emergency purposes. Must be able to travel across wet, sloping surfaces; attend meetings at various locations; pull, lift and physically store pool equipment; work outdoors in all weather conditions; work irregular schedules, including nights, weekends, holidays and split shifts; effectively supervise work of subordinates; deal with problematic situations; and effectively conduct swimming classes.

APPLICATION PROCESS

Candidates whose applications indicate education and experience most directly related to the position will be invited to participate in the selection process. All notifications will be sent via standard US mail. **NOTE:** This recruitment will remain "open" on a continuous basis and testing will occur periodically throughout the year as openings occur. All applications for this position will be maintained for a period of one year only.

Part-time/temporary employees participate in the Public Agency Retirement System (PARS). This is in lieu of PERS or Social Security (although employees do contribute to MediCare). The City and the employee each contribute 3.75% of the employee's salary to the PARS.

Human Resources • City of Chula Vista • 276 Fourth Avenue • Chula Vista, CA 91910 • (619) 691-5096
Hours: 8 AM – 5 PM Monday - Friday • www.ci.chula-vista.ca.us • **Job Hotline: (619) 691-5095**

Assigned Staff: Cleve Jacobs (619) 585-5743 cjacobs@ci.chula-vista.ca.us Revised 02/18/2004
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